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# Office Memorandum

UNITED STATES GOVERNMENT

CONFIDENTIAL

TO : Chief, Plans and Policy Staff

DATE: 19 September 1956

FROM : Chief, Assessment and Evaluation Staff

25 YEAR RE-REVIEW

SUBJECT: Weekly Report #38  
Assessment and Evaluation Staff  
12-18 September 1956

- I. SIGNIFICANT ITEMS. None.
- II. OTHER ACTIVITIES.
  - A. Office of the Chief.

221  
Paragraph III3 of the Weekly Report from SIC, dated 22 August, contained substantially the following item: "[redacted] met on 17 August to finalize evaluation procedures which will be used in the Intelligence Orientation/Communist Phase." As a follow-up on this item, the senior staff of A & E met to determine the content and methodology of teaching for the Communist Phase of the Intelligence Orientation Course.

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B. Testing Services Branch.

Referrals for testing on the Foreign Language Aptitude Battery, even allowing for the customary increase at this season, are greatly exceeding numbers handled in previous years. Within the period 7 August - 2 October 1956, employees already tested or scheduled for the FLATB will total 213 persons. These figures apparently connote awareness and acceptance within the Agency of this A & E service.

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25X1  
C. Training Evaluation Branch.

1. [redacted] met with [redacted] Chief Instructor of [redacted] Course, to discuss the methods of evaluation used in the last running of the Headquarters phase of the course and revisions to be used in the next running of the course.

25X1

2. On 13 September, Chief, TEB, and [redacted] met with AF/OS and Chief Instructor, [redacted] Management Course, for a final pre-action administrative review. As a result of this meeting, TEB's responsibilities are more clearly defined, and [redacted] have a better basis for planning.

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3. [redacted] presented a two-hour lecture on Training Evaluation to the students of the Instructional Techniques Course.

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PERSONNEL NOTES. None.



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